

UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF VIRGINIA
DIVISION

In Re:

Case No. _____

Chapter 11

Debtor(s)

DEBTOR-IN-POSSESSION REPORT
(ONE TIME FILING)

The debtor-in-possession (DIP or debtor) captioned above acknowledges receipt of the Chapter 11 Debtor Instructions and Requirements and submits the following report.

A. Books and Records

The books and records of the debtor have been closed out as of the date of filing of the petition herein. A new set of books and records has been opened for the debtor-in-possession.

B. Bank Accounts

All pre-petition bank accounts have been closed. New accounts have been opened for the debtor-in-possession as follows:

Operating Account

Tax Account

Payroll Account

The accounts are with the following depository: _____
and are insured by FDIC _____ Other: _____

C. Proof of Insurance

The debtor has in force or has ordered the following types of insurance which comprise all of the types of insurance normally required for a business of this nature:

Auto and truck
Fire

Liability
Workers Comp

Copies of the respective certificates of insurance are attached. State any exceptions:

D. Employee Information

Current number of employees _____

Gross monthly payroll: _____

Officers, directors and principals _____

Other employees _____

All post-petition payroll obligations including payroll taxes are current.

Exceptions: _____

Date: _____

Signed: _____

Title: _____

ALL QUESTIONS ON THE DEBTOR-IN-POSSESSION REPORT MUST BE ANSWERED.